

Special Work Session Minutes
Dawes Conference Room
113 West Dawes Avenue, Bixby, Oklahoma 74008
September 12, 2016 5:00 p.m.

The Special Work Session agenda for the regularly scheduled meeting of the City of Bixby was posted on the bulletin board at City Hall, 116 W. Needles Avenue, Bixby, Oklahoma on September 09, 2016, on or before 5:00 p.m.

Mayor Easton called the meeting to order at 5:00 p.m. Deputy City Clerk Gladys Gill called the roll and all members were present.

Members Present

Guthrie
Decatur
Stewart
King
Easton

Staff Present

Jared Cottle, City Manager
Patrick Boulden, City Attorney
Charles Barnes, Finance Dir.
Marcae Hilton, City Planner
Jason Mohler, Dev. Service Dir.
Bea Aamodt, Public Works Dir.
Ike Shirley, Police Chief
Gladys Gill, Deputy City Clerk

Mayor Easton said item #1 on the Special Work Session agenda is:

Presentation and discussion on the Tulsa's Future Regional Economic Development Plan
(Futures III) with the Tulsa Regional Chamber of Commerce.

Justin McLaughlin, Senior Vice President of Economic Development
Allison Walden Senior Vice President of Resource Development

Justin McLaughlin stated that they appreciated you let us come and spend a few minutes of your time tonight and we have about a 10 minute presentation that we want to show you on the Tulsa Future Regional Economic Development Program which we have meet with Jared and other councilors as well a few time. Justin stated that he serves as Executive Vice President/Chief Operating Office for the Tulsa Regional Chamber and I am also a proud resident of Bixby. Justin began to give council some background on why the program was created in the first place, with a lot of job loss in the region so the business community got together and decided to do something to help build it back up and get an economic program for our community to help bringing jobs for recruitment and retain them to help grow companies which was started in 2005. Justin explained that it ran in 2005 until 2010 and was very successful creating 10,000 new jobs at average wages of 45,500 a year with 70 investors in the original program and in 2011 we started looking into this with some of our consultants we needed a bigger area that we serves because when companies are looking in certain areas that want a bigger basket of goods which mean we have a better chance in landing the project if we can show 10 sites in the region so that's what we embarked upon to setting up a regional partnership. Justin explained that for Tulsa's Future II we were able to get 140 new investors public and private with 29 regional partners that joined the program which has been tremulous successful. Justin explained to council the targeted industries

that this program is focusing on such as energy, aerospace & aviation, health care, transportation & logistics, advanced manufacturing, information technology and professional services an 80% of jobs comes from existing companies with 20% recruiting new companies. Justin explained that the Tulsa' Future III Regional Economic Development Plan will run from 2016 to 2020.

Kian Kamas Vice President, Economic Development for Tulsa's Future Regional Economic Development stated that in 2014 we started engaging with a consultant firm from Atlanta which we have used a couple of times to re-energize a strategic plan for the Tulsa Region look like which was a yearlong process, we hosted focus groups over the course of the year including one with the Regional Partners that had invested with the Tulsa Future II program, we have had one on one with business leaders and community leaders to get their feedback on the Region's Economic Development Strategic on how they felt on how we should focus on the next 5 years. Kian stated that we also did an online survey with over 1,300 responds which help with the feedback that we took into consideration for the development of the strategy, the plan overview is a four pillar approach. Justin stated that anytime you need us to help with economic development plans we would be happy to come and meet with you because we are familiar with these things plus we have worked in many different communities as well.

Discussion only. No action taken.

Mayor Easton said item #2 on the Special Work Session agenda is:

Discussion on the development of a new City of Bixby website, <http://www.bixbyok.gov/>

Presented by: Jared Cottle

City Manager Jared Cottle stated that we have Brian Bowman our IT Consultant for any question regarding this website development.

Brian Bowman stated that this is a little bit larger matrix than what we have used, Jared stated that we did have a committee to sit in on this and Brian helped walk us through this with different issues while we looked at the sites. Brian stated that's where we came up with the matrix, and I work for the Bixby Public Schools so I understand and the cost factor which was always number one. Brian show council a rate sheet that was put together by the committee and Brian from the different companies that the committee looked at, Brian stated that one of the big ones was the agenda management which was a huge factor, every vendor that we talked to had to come up with an agenda system themselves or come up with a third party so Civic Plus received the top rates on that one, also they have prior experience with city websites with over 2,300 sites for municipalities. Brian stated that also a feature was the videos for your city council meetings and other meetings this would have the capacity to hold this recordings. Brian stated that Civic Plus will have a roll out in 24 weeks plus security services would never go for any reasons, or have any issues with hackers for security purposes with live support 24 hours a day. Vice Mayor Guthrie stated that we have talked about payments on line, deposits and other payment methods is that built in, Brian stated that it is built in to this program. Brian continued to explain that a big advantage is they are familiar with Incode which is our software company that we already use so the interface would be a lot easier to make the change. Mayor Easton asked if the agenda service was quoted, Brian stated that it is included in this agreement. Jared Cottle stated that this item is on the agenda for tonight so if you have any more questions for Brian he can answer them then.

Discussion only. No action taken.

Mayor Easton asked Councilor King if he wanted to move item #4 up ahead of item #3 since there is guest here for that item. Councilor King stated yes.

Mayor Easton said item #3 on the Special Work Session agenda is:

Discussion on protective vests used by Bixby police officers.

Presented by: Councilor King

Mayor Easton stated that we will bring this item back at a later date.

Mayor Easton said item #4 on the Special Work Session agenda is:

Update and discussion on plans for providing animal shelter services to Bixby.

Presented by: Councilor King

Councilor King stated that when we brought this up before we had one person put in a bid for the animal shelter and they were extremely high and I felt the people that actually started it, and the whole reason we are considering it tonight are the people here tonight and I felt like we should give them a chance to speak before me made a decision like that. Councilor King stated that not too long ago my dog got out is out on 151st and ends up at the Horizon Animal Center and I go in there and it's such a good experience and my dog is right there and he's being taken care of, happy and healthy. Councilor King stated that the thinks it's a benefit to have someone so close and that they are interested in keeping dogs alive and not euthanize them as soon as possible, they are local and they are the ones that care enough to start this in the first place so I feel like that we should give them an opportunity to speak.

City Manager Jared Cottle stated that we have to be careful with sealed bids already and council has not taken action on the bids we did receive. Jared stated that from a legal stand point we need to refer to our City Attorney Patrick Boulden on terms of what we can and cannot talk about, and it's like any other project we receive seal bids on. Jared stated that Police Chief Ike Shirley has a complete update on where we are at on this item.

City Attorney Patrick Boulden stated that if we are going to go out for bids again I don't want anything done here to bias this selection of who the bidder might be.

Mayor Easton asked Police Chief Ike Shirley where are we at on this, Ike stated that sent our quotes and looking at options that we have and we still have a contract with Sandsprings also we went out to visit Broken Arrow that consisted of City Manager, Vice Mayor Guthrie and

Councilor Decatur and I have talked with Sapulpa about seven years ago for a regional approach and they now have the funding to build a new shelter and I talked with their Chief last week and they are still interested in getting involved one way or another and will meet with them again in about 2 weeks, and also Glenpool that is showing interest. Ike stated that we are looking at all of our options. Mayor Easton stated that we sure have kicked the ball around on this can we come up with a calendar and set some deadlines on what we are going to do. Ike stated that in the next few weeks we are looking at going to meet with Broken Arrow if they are willing to be able to that, and we will contact Sapulpa and Glenpool and that way we would know what municipalities where we stand. Councilman Stewart ask Councilman King what he wants to see. Councilman King stated that he would like to have something local and so far everything is out of our area and the same problem with our animals placed somewhere else, and if you moved here you may not nowhere to get there to save your dog. Councilor King stated that it's just keeping it local where we can have a better response for the people that live here.

Jared stated that we have sealed bids on the table that council hasn't acted on and it could be open or closed that process if council rejects that bid and puts it on the agenda and start all over again, and I think that after the visit in Broken Arrow the idea was to come back and put that information together. Jared stated that by the 10th of October we can see what Broken Arrow says and also Glenpool and Sapulpa says and we know what we have in Sand Springs and on the 10th we can say reject the bid or re-bid or do whatever council wants to do at that point. Mayor Easton stated that at the next council meeting to reject the one bid. Mayor Easton stated that we should re-bid it and Mayor Easton said that some didn't make the bid and some didn't understand the specs so we need to get this thing down the road. Mayor Easton stated that we would have to reject the first bid and go out for another bid so do we have time to do that by October 10th, Councilman Stewart stated that probably not because we have to have people put the bids together, Jared stated that we have 21 day notice. Jared stated that if we did a special meeting to reject and authorize re-bidding and advertise I think Ike still has yet to hear back from anybody on details on how to change the bid information on what wasn't clear to revise the bid packet and authorize the bidding and give it two weeks to get information and that would put us in somewhere in this time frame by the second meeting in October we would have all the information together. City Treasure Charles Barnes made a suggestion kind of like the construction projects to have a pre-bid for anybody that is interested so everyone would be on the same page when they go out for the regular bid, Mayor Easton stated that he could embrace that idea. Jared stated that if we could pick a special time or date we can do both at the same time, Jared stated that we officially we need to reject the one bid we have which will open the process back up again, Jared stated that we haven't even consider the one bid yet because we had it on the work session with no direction on it. Councilor Stewart stated that we need to be careful to keep us out of trouble if we reject it. Jared stated that Ike could start getting that information out so we can place it back on the agenda for October 24th meeting and by then we should have

everything with all the other cities information that are interested. Mayor Easton stated that he did like the pre-bid idea.

Discussion only. No action taken.

Adjournment was at 6:00 p.m.

MAYOR

ATTEST

CITY CLERK